

CHARTER

for the

OCEANIC and OFFSHORE

INTEGRATED PRODUCT TEAM

CONFIGURATION CONTROL BOARD

in

SUPPORT

of

LIFE CYCLE MANAGEMENT

of the

NATIONAL AIRSPACE SYSTEM

13 FEBRUARY 1997

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Charter
for the
Oceanic and Offshore Integrated Product Team
Configuration Control Board
in Support of
Life-Cycle Management
of the
National Airspace System

1.0 INTRODUCTION

1.1 Purpose

This charter establishes the Oceanic and Offshore Configuration Control Board (O&O CCB) and assigns responsibility for establishing baselines and controlling changes to these baselines for the Configuration Items (CIs) listed in Appendix A. The O&O CCB within the Integrated Product Team (IPT) is an integrated discipline to provide structured and stream-lined control of the system development process. Life cycle configuration management through the O&O CCB will ensure that all changes are visible to the IPT and provides consistency with technical direction across all products. The CIs listed reflect the products which comprise the Oceanic and Offshore components of the Air Traffic Control system. Approval of the O&O CCB Charter empowers the O&O CCB to approve all changes to the CIs listed in Appendix A throughout the life-cycle of these products. A companion document, the O&O CCB Operating Procedures, defines the procedures necessary to execute the responsibilities assigned in this Charter.

The Product Team Leads (PTLs), who are under the purview of the O&O CCB and the O&O Integrated Product Team Leader (IPTL), will establish and document a Configuration Management (CM) program for their respective products. These CM programs will be accomplished in accordance with the O&O Configuration Management Implementation Plan, which will be an attachment to the O&O IPT Plan and tailored to fit product-specific requirements.

1.2 Authority

The O&O CCB is authorized by the National Airspace System Configuration Control Board (NAS CCB), in accordance with FAA Order 1800.57, NAS Configuration Control Board (CCB), and the policies and procedures established in FAA Order 1800.8, NAS Configuration Management. This authority does not extend to the creation of lower level CCBs, which authority is reserved only to the NAS CCB.

Additionally, the O&O CCB has the authority to delegate specific configuration control authority to PTLs for the CI(s) for which they are responsible. This delegated authority is documented in the O&O CCB Operating Procedures, and the O&O CM Implementation Plan.

2.0 O&O CCB RESPONSIBILITIES

The O&O CCB shall have the following responsibilities:

- a. Performing CCB functions as established in this charter in accordance with FAA Order 1800.8.
- b. Submitting proposed changes to this Charter to the NAS CCB, and subsequently implementing the changes which have been approved.
- c. Approving proposed changes to, and maintaining, the O&O CCB Operating Procedures.
- d. Identifying the O&O configuration identification documentation, as well as identifying which documents comprise each of the O&O (product) subordinate baselines.
- e. Developing plans and policies for the configuration management and evolution of the O&O system architecture throughout the life cycle of the system.
- f. Ensuring that the specifications which are under the jurisdiction of the O&O CCB are approved in accordance with FAA Order 1800.8.
- g. Ensuring that proposed changes which are beyond the approval authority of the O&O CCB are elevated to the NAS CCB.
- h. Ensuring strict adherence to configuration control procedures in processing changes to the O&O configuration identification data and baselines.
- i. Monitoring and ensuring that each PTL is performing in accordance with the approved O&O CM Implementation Plan which is an attachment to the IPT Plan. The O&O IPTL shall approve the CM Implementation Plan and any subsequent changes.
- j. Ensuring that proposed changes are screened and all interface changes coordinated between the responsible organizations prior to presentation to the O&O CCB.
- k. Reviewing, approving, disapproving, deferring, or elevating changes coming before the O&O CCB. In making decisions or recommendations regarding proposed changes, the O&O CCB shall give consideration to improving operational effectiveness (including

safety), providing for adequate logistics support, and bringing about significant life-cycle cost savings.

l. Documenting and tracking O&O CCB actions and decisions in accordance with the processes and procedures as defined in the O&O CCB Operating Procedures and the CM Implementation Plan.

m. Monitoring the test results of approved changes against the expected results, prior to approving integration of the change into the appropriate baseline. Discrepancies will be resolved and documented with the responsible PTL prior to baseline modification.

n. Ensuring that the listing of O&O CIs in Appendix A remains current. NAS baselined CIs are contained in NAS-MD-001. This includes generation of case files to decommission NAS systems or subsystems which are removed entirely from the NAS inventory by the new systems or subsystems baselined at the O&O level.

3.0 O&O CCB PARTICIPANTS

The participants of the O&O CCB shall be the following individuals, or their designated representatives.

a. **Members**

1. **Co-Chairpersons:** Integrated Product Team Leader (IPTL) for O&O and the Program Director for Air Traffic System Requirements (ARU-1), or their designated representatives.

2. **CCB Secretariat:** the ASD-220 CM representative to the O&O IPT, as determined by ASD-220.

3. **Permanent Members:** decision makers who represent the individual products which comprise the O&O system which include PTL, or designee as appropriate, for each respective CI as listed in Appendix A.

PTLs, although permanent members, may not need to participate in individual CCBs depending upon the specific meeting agenda. Future PTLs (if required) will be added as permanent members when established by the IPTL.

Other permanent members include representatives from:

- Oceanic and Offshore IPT Lead for Air Traffic Requirements (ARU)
- Oceanic and Offshore IPT Lead for Logistics
- Air Traffic Operations (ATO)
- Operational Support Service (AOS)
- NAS Systems Architecture and Program Evaluation (ASD)
- Air Traffic Control Engineering and Test Division (ACT)

4. **Ad Hoc Members:** Ad hoc members represent FAA organizations, other than those already represented by the permanent CCB membership, which are "stakeholders," or will be impacted by changes being decided by the O&O CCB. Their function shall be to ensure that proposed changes are consistent with the technical and policy positions of their organizations.

b. **Technical Advisors, Consultants, and Program Control Specialists**

Personnel from various Government and contractor organizations may attend meetings to provide specialized technical or program management information.

4.0 O&O CCB ADMINISTRATION

The O&O CCB Executive Secretariat shall be responsible for ensuring that changes are presented at CCB meetings which will be a follow-on to the weekly O&O Management Group meetings. Secretariat responsibilities consist of coordinating and performing the administrative tasks related to the O&O CCB, including, but not limited to, preparation of agenda and minutes, supporting the change screening activities, and elevating proposed changes to the NAS CCB. Additionally, the Secretariat will support performance of monitoring functions under the authority of the O&O CCB, as described in the O&O CCB Operating Procedures.

5.0 O&O CCB RECOMMENDATIONS AND DECISIONS

The O&O CCB shall review, approve, disapprove, defer, or elevate proposed NCPs, ECPs, and Deviations and Waivers. The O&O CCB members will attempt to reach a decision after a review of the change material and subsequent discussion and debate. The chairpersons must poll the members for their position. The disposition of a specific change will be determined by the chairpersons asking for each CCB member's decision. A quorum must be in agreement prior to the chairpersons' signature on a change. A quorum for the CCB is defined as agreement by over fifty percent of the O&O CCB members.

a. Decisions on NCPs will be documented in a Configuration Control Decision (CCD), prepared by the O&O CCB Secretariat, and signed by the CCB chairpersons.

b. NCPs, ECPs, Deviations, and Waivers may be approved, disapproved, or deferred until the next CCB. Action items will be documented and tracked.

O&O CCB decisions may be appealed by an organization impacted by the proposed change.

6.0 CHANGES TO THE O&O CCB CHARTER

This Charter shall be changed only with approval of the NAS CCB, upon the recommendation of the O&O CCB.

7.0 DELEGATION OF O&O CCB AUTHORITY

O&O CCB change authority may be delegated to appropriate level as determined by the CCB chairpersons (e.g., changes to project baseline documents which are not processed via NAS Change Proposals (NCPs)). Additionally, when time-critical or urgent processing of proposed change requests is necessary, or in the event of other specific circumstances, the O&O CCB chairpersons may approve changes without benefit of a CCB meeting or member review. All change requests processed outside the normal CCB process shall be documented and communicated to permanent members as soon as practicable, or at the next regularly scheduled meeting. Questions and concerns regarding CCB decisions are addressed to the O&O CCB chairpersons.

Appendix A

Oceanic and Offshore Configuration Items

Appendix A - O&O Configuration Items:

The CIs listed below are under the formal control of the O&O CCB. Currently, these CIs reflect the primary products which will comprise the modernized O&O system. As these CIs, or components thereof, are placed under configuration control, they will be entered into the Master Configuration Index and contained in the NAS Subsystem Baseline Configuration and Documentation Listing, NAS-MD-001.

Formal Control of O&O CCB

Oceanic Systems

- Oceanic Display and Planning System (ODAPS)
- Telecommunications Processor (TP)
- Oceanic Data Link (ODL)
- Interim Situation Display (ISD)
- Advanced Oceanic Automated Systems (AOAS) Build 1
- Advanced Oceanic Automated Systems (AOAS) Build 2

Offshore Systems

- En Route Automated Radar Tracking System (EARTS)
- Microprocessor En Route Automated Radar Tracking System (Micro EARTS)
- Offshore Flight Data Processing System (OFDPS)
- Radar BRITE Display Equipment Replacement (RBDER)

Oceanic Traffic Management

- Dynamic Oceanic Track System (DOTS)
- Oceanic Traffic Flow System (OTFS)

O&O IPT Controlled Items

The items listed below are managed by the O&O IPT. Changes to these items will be monitored by the O&O IPT and do not require submittal of NCPs or formal O&O CCB approval. Procedures for the configuration control of these items is detailed in the O&O CM Implementation Plan.

Oceanic Systems

- FAATC Oceanic Laboratory
- Hughes Software Development Laboratory

Offshore Systems

- FAATC Offshore Laboratory
- Loral Software Development Laboratory